310

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

FROM: Purchasing and Fleet Services Dept.

SUBMITTAL DATE:
April 11, 2013

SUBJECT: APPROVE THE SOLE SOURCE PURCHASE OF THE FUEL FORCE SYSTEM HARDWARE AND SOFTWARE UPGRADE FROM ASSETWORKS

RECOMMENDED MOTION: That the Board of Supervisors:

1. Authorize the sole source purchase of the AssetWorks Fuel Focus system hardware and software upgrade in accordance with Ordinance No. 459.4, and;
2. Authorize the Purchasing Agent to issue a purchase order to AssetWorks on behalf of Purchasing and Fleet Services in the amount not to exceed $382,568.00 for hardware, software, and maintenance, and;
3. Authorize the Purchasing Agent to exercise the option to renew the hardware and software maintenance in the amount of $10,543.00 for four (4) additional years, renewable annually with Assetworks, based on the availability of fiscal funding, and to sign amendments that do not change the substantive terms of the agreement, including amendments to the compensation provision that do not exceed the annual CPI rates.

(Continued on Page 2)

ROBERT J. HOWDYSHELL, Director
Purchasing and Fleet Services Dept.

Departmental Concurrence

FINANCIAL DATA				
	Current F.Y. Total Cost:	$382,568	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	$0	Budget Adjustment:	No
	Annual Net County Cost:	$0	For Fiscal Year:	12/13

SOURCE OF FUNDS: Dept. ISF Funds

Positions To Be Deleted Per A-30	☐
Requires 4/5 Vote	☐

C.E.O. RECOMMENDATION: APPROVE

BY: Serena Chow
Serena Chow

County Executive Office Signature

Prev. Agn. Ref.:	District:	Agenda Number:
		3-16

BACKGROUND

The AssetWorks "Fuel Focus" system is a combination of hardware and software to manage consumable assets including gasoline, diesel, and car wash at 13 fueling facilities operated by the County of Riverside Fleet Services. The current system is old and requires an upgrade to become current and provide efficient operations. Additionally, in a recent audit by the ACO Internal Audit Division, they recommended the upgrade to the fuel system for more reliable and accurate information and fuel use tracking.

The AssetWorks system currently provides fleet management software that includes vehicle maintenance, automated motor pool, and acquisition/disposal history through their FleetFocusFA fleet management system. AssetWorks, Inc. is the proprietary owner of both the FleetFocusFA and FuelFocus product lines and neither product is sold or marketed by any other company or under any other trade name. AssetWorks has provided fleet management technology since 2000 and has proven to be a reliable and responsive partner.

The Fuel Focus module is proprietary software that integrates with the Fleet's existing software, and existing fleet management system. It will no longer be necessary to maintain a separate fuel database and the inherent problems associated with data transfer. Fleet Services believes it to be in the best interest of the county to authorize the sole source purchase of the FuelFocus system. Moving forward with this software upgrade will help reduce the possibility of errors in transferring data between the two current systems and prepares the department for the future integration of radio frequency device (RFD) technology on vehicles that will automatically read vehicle information, mileage, and maintenance information when a vehicle pulls up to the fueling sites.

PRICE REASONABLENESS

Pricing is consistent to other County department purchases that utilize the same system, such as Flood Control, Waste Management, and Fire. AssetWorks, Inc. is providing the standard government discount rate that is 10% lower than retail rates.

Date: 4/03/2013

From: Ted Trujillo   Department/Agency: Fleet Services

To: Board of Supervisors/Purchasing Agent

Via: Purchasing Agent

Subject: Sole Source Procurement; Request for Wireless Automated Fueling Upgrade
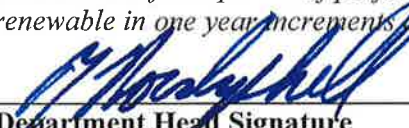
The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

1. **Supply/Service being requested:** AssetWorks Fuel Focus Fuel Management System (FMS) Wireless Automated Fueling upgrade.

2. **Supplier being requested**: AssetWorks

3. **Alternative suppliers that can or might be able to provide supply/service:** None. Asset Works Fuel Focus FMS system is not sold through distributors or resellers as most conventional fuel management systems are sold and is a proprietary software system. Upgrades can only be purchased directly from Asset Works.

4. **Extent of market search conducted:** Research of several other fuel systems on the market was conducted but none of the other providers can or will integrate directly into the existing Fleet Focus FA Fleet Maintenance System. It is the intent to eliminate multiple software programs and consolidate to one maintenance system to reduce system issues in the future which could lead to incompatible modules if purchased from other than Asset Works.

5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** The Wireless Automated Fueling upgrade and software is a proprietary system with direct integration into the AssetWorks Fleet Focus FA Fleet Maintenance Software System already in use at Riverside County. The system update will help minimize future system issues by adding new fuel features. The module's compatibility to the current system also helps reduced the likelihood of having system issues.

6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** The existing fuel management system is in excess of 10 years of age and has been identified as having security flaws due to the lack of an audit trail, and high potential of data loss due to lack of integration with the AssetWorks Fleet Management Software. Due to the complexity of the existing system and potential of data loss should other vendors try to integrate their system, AssetWorks is the logical choice. Asset Works developed their own proprietary fuel management system in 1985. This system allows users the ability to control and capture all of their fuel and fluid dispensing directly into FleetFocus FA without the need of maintaining separate databases and the inherent problems associated with using multiple databases.

7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** The product is competitive with other fuel management systems that do not offer full integration with the existing Fleet Management System. Pricing is comparable to existing systems within the County and AssetWorks offers a government discount. The total amount being requested for hardware and software purchase is $382,567.28 which includes the first year of maintenance.

8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).** Yes, maintenance and support is needed to maintain the system to its full capability which includes system upgrades that are covered under an annual maintenance contract. The cost of the maintenance is $10, 543 annually.

9. **Period of Performance: From May 2013 to June 30, 2018**

(Provide a defined period of performance. Please note multi-year terms require Board approval, unless renewable in one year increments and the Purchasing Agent approves the terms.)
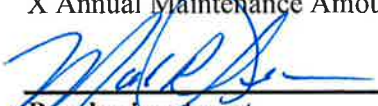
_____   4/10/13
Department Head Signature   **Date**

Purchasing Department Comments:

Approve   Approve with Condition/s   Disapprove

Not to exceed: _____$382,567.28_____   X One time

X Annual Maintenance Amount of $10, 543 (Not to exceed CPI) Through 6/30/2018

_____   4/10/2013   13-430 for Purchase & 13-430A for maintenance
Purchasing Agent   **Date**   **Approval Number**
                                                                 (Reference on Purchasing Documents)

RCIT

RIVERSIDE COUNTY INFORMATION TECHNOLOGY PROCUREMENT FORM
To be completed for all departmental purchases of IT systems, services or renewals

Tracking Number for
Internal Use Only

REQUESTED PURCHASE:	ASSETWORKS FUEL FOCUS			
DEPARTMENT/AGENCY:	PURCHASING & FLEET SERVICES			
CONTACT NAME/PHONE:	DOUG BARACZ (951) 955-4692			
PURCHASE REQUEST:	☐ NEW EQUIPMENT/SERVICES	☒ UPGRADE	☐ REPLACEMENT	
PURCHASE TYPE:	☒ PROFESSIONAL SERVICES	☒ SOFTWARE	☒ HARDWARE	☐ RENEWAL

DESCRIBE REQUESTED PURCHASE	The FuelFocus system includes a combination of hardware and software to manage consumable assets across the County. FuelFocus processes the issue, receipt, and transfer of all fuel and fluid consumables, including commercially purchased fuel. Additional functionality includes carwash management. The technology integrates with the existing AssetWorks Fleet Management System. Data captured by FuelFocus (such as odometer readings, hour meters, vehicle and employee information) is validated in real-time against values stored in a single, centralized database. The purchase request if for all hardware, software, and data line installation for 13 fuel sites and 8 car wash facilities.
BUSINESS NEEDS ADDRESSED	○ Consolidation of multiple processes under a single software and database ○ Migration to a network based fuel management system which will eliminate the need for multiple phone lines and provide real-time information ○ Enhanced safety through the monitoring of fuel storage tanks and pumps in real time through the Veeder-Root tank monitoring integration functionality ○ RFID technology ready (requires additional purchase of vehicle identification boxes to implement) ○ Enhanced fuel security through real time monitoring of vehicle and employee fueling ○ Enhanced fuel security through a comprehensive audit trail of of all transactions ○ Replaces an aging, obsolete legacy system that has reached end of life ○ The Auditor Controller recommended that the system should be replaced

ARE THERE ANY OTHER COUNTY SYSTEMS THAT PROVIDE THE SAME FUNCTIONALITY?	☒ NO ☐ YES ☐ UNKNOWN
BUSINESS CRITICALITY ☒ Run the business ☐ Grow the business ☐ Transform the business	BUSINESS IMPACT (SELECT ALL THAT APPLY) ☐ Support current operations ☒ Reduce Expenses ☐ Improve Customer Service ☒ Improve Operational Efficiencies

BUSINESS RISKS	Financial: Operational: Customer:
ALTERNATIVE	1. [Solution]

County of Riverside

RIVERSIDE COUNTY INFORMATION TECHNOLOGY PROCUREMENT FORM
To be completed for all departmental purchases of IT systems, services or renewals

Tracking Number for
Internal Use Only

SOLUTIONS	2. [Solution]				
	3. [Solution]				

TRANSACTION	☒ Cash Purchase	☐ Lease Purchase	Lease Years: _____

PURCHASE COSTS	COST BENEFIT ANALYSIS				
		ALTERNATIVE STATUS QUO	ALTERNATIVE	ALTERNATIVE	
Hardware: $329,852.28					
	Current Annual Cost	22,000.00			
Software: $52,715.00	Ongoing Annual Cost	10,543.00			
	Annual Cost Savings				
Labor: $24,000.72	Net Annual Savings				
	Project Implementation Cost				
Total Cost: $406,568.00	Project Payback Period?yrs.				

Department Head Signature: _[signature]_   Date: 1-26-13

RCIT RECOMMENDATION – for purchases and renewals under $100,000

Recommended: ☒ Yes   ☐ No (Non-recommended requests submit to TSOC)

By: _[signature]_   Date: 2/11/13

Chief Information Officer Signature: _[signature]_   Date: 11/26/13

RCIT explanation for non-recommended requests:

TSOC RECOMMENDATION: for purchases and renewals over $100,000 and RCIT non-recommended purchases or renewals

Recommended: ☒ Yes   ☐ No (In no, provide explanation below)

TSOC Chair Signature: _[signature]_   Date: 26, 2013

TSOC explanation for denied requests:

H-AssetWorks Fuel Focus Quote/Pricing List

**Riverside County
FuelFocus FMS System
Summary - All Sites**

(handwritten) 13 Fuel & Car Wash

FUELFOCUS CONTROLLERS	QUANTITY	DISCOUNTED LIST	EXTENDED LIST
FuelFocus RF Controller - 2 Hose	2	$ 6,902.70	$ 13,805.40
FuelFocus RF Controller - 4 Hose	3	$ 10,059.95	$ 30,179.85
FuelFocus RF Controller - 8 Hose	8	$ 10,630.85	$ 85,046.80
FuelFocus Controller - 2 Hose	12	$ 5,198.65	$ 62,383.80
FUELFOCUS CONTROLLER OPTIONS			
High Power RF Controller Antenna w/mast	13	$ 660.00	$ 8,580.00
HID Option	25	$ 380.60	$ 9,515.00
UPS Power Conditioners	21	$ 119.37	$ 2,506.77
Omron DPST-NO Relays w/Base	16	$ 125.00	$ 2,000.00
SOFTWARE & INTEGRATION LICENSES			
FleetFocus Integration License	24	$ 1,495.00	$ 35,880.00
Veeder Root Integration (per site if multiple sites)	13	$ 1,295.00	$ 16,835.00
NOZZLE TAGS			
Universal Nozzle Tag	93	$ 233.55	$ 21,720.15
IDENTIFICATION OPTIONS			
HID Keys	5600	$ 6.92	$ 38,752.00
RF Vehicle ID Box OBDII Canbus	12	$ 183.17	$ 2,198.04
OBDII Canbus Easy Connect Cable - 100 piece min	12	$ 26.95	$ 323.40
Vehicle Fuel Inlet Antenna	12	$ 18.05	$ 216.58
RF Vehicle ID Box Programmer	2	$ 1,280.00	$ 2,560.00
RF Starter Tool Kit	2	$ 1,576.50	$ 3,152.99
SPARE PART KIT OPTIONS			
Spare Parts Kit HID	1	$ 5,198.50	$ 5,198.50
PROFESSIONAL SERVICES			
Fuel Master Technician *on site terminations and start up*	24	$ 200.00	$ 4,800.00
Fuel Software Installer/Trainer *Installs software, trains customer on setup & reports*	16	$ 200.00	$ 3,200.00
RF Vehicle ID Box Installation Training	16	$ 200.00	$ 3,200.00
Fleet/Fuel Project Manager	16	$ 225.00	$ 3,600.00
Travel Expenses (estimated) *Billed at actual at job completion*	3	$ 2,500.00	$ 7,500.00
Telematics Deployment (Configuration & Training)	32	$ 200.00	$ 6,400.00
MAINTENANCE & SUPPORT			
Maintenance & Support - Year One	1	$ 10,543.00	$ 10,543.00
SHIPPING OPTIONS			
Standard Shipping	25	$ 95.00	$ 2,470.00
PROJECT TOTAL COST			$ 382,567.28

(callout box) Software Total $35880+$16835 =$52,715.00

Hardware: $329,852.28
Software: $52,715.00
Subtotal: $382,567.28
Labor: $24,000.72 (additional services)

Total Cost: $406,568.00